



DOCHROC
Office of Workforce Development and Performance Management
Second Quarter Training Calendar

~ January 2013 ~				
Mon	Tue	Wed	Thu	Fri
	1 Federal Holiday 	2	3	4
7	8	9	10	11
14	15	16	17	18
21 Federal Holiday 	22	23 webTA Timekeeper Responsibilities (1:00pm to 3:00pm) Room H7855 Audience: All Employees [Click Here to Register]	24	25
28	29	30	31	

~ February 2013 ~

Mon	Tue	Wed	Thu	Fri
				1
4	5	6	7	8
11	12 Benefits Smorgasbord (9:30am to 11:30am) Room H7855 Audience: All Employees [Click Here to Register]	13 Addressing Poor Performance (10:00am to 11:30 am) Room H7855 Audience: Managers/Supervisors [Click Here to Register]	14	15
18 Federal Holiday 	19	20	21 Leave Entitlements (10:00am to 11:30 am) Room H7855 Audience: All Employees [Click Here to Register]	22
25	26 Developing Specialized Experience for Vacancy Announcements (10:00am to 12:00pm) Room H1410 Audience: All Employees [Click Here to Register]	27	28	

~ March 2013 ~

Mon	Tue	Wed	Thu	Fri
				1
4	5 Love Em or Lose Em (9:00am to 4:00pm) Room H4830 Audience: Supervisors/Managers [Click Here to Register]	6	7 Leave Restriction (10:00am to 12:00pm) Room H7855 Audience: All Employees [Click Here to Register]	8
11	12	13 Monitoring Probationary Employees (1:00pm to 2:30 pm) Room H7855 Audience: Managers/Supervisors [Click Here to Register]	14	15
18	19	20 Leave Error (1:00pm to 3:00pm) Room H7855 Audience: All Employees [Click Here to Register] Writing Accomplishments (10:00am to 12:00 pm) Room H7855 Audience: All Employees [Click Here to Register]	21	22
25	26	27 How to Conduct Mid Year Assessments (10:00am to 11:30 am) Room H7855 Audience: All Employees [Click Here to Register]	28	29